



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

September 18, 2019 2:30 p.m.

Meeting Minutes

In Attendance: Brad Bowen, Chris George for Al Davies, Tony Feck, Steve Howard, Allen LaConte, Matt Redmann, Kathy Schwei, Sherri Stigler, Joyce Thome, Sarah Ward, Rich Warnecke

Absent: Jim Batzko, Brian Engelking, Bridget Gnadt, Ben Jones, Anna Ruzinski

Guests: Gail Goodchild, Jamie Lytle, Lisa Panas

1. Call to Order

Matt Redmann called the meeting to order by at 2:30pm.

2. Meeting Location Specific Instructions for Emergency Evacuation or Shelter in Place

Kathy Schwei provided instructions.

3. Approval of Minutes of June 12, 2019 Meeting

The minutes of the June 12, 2019 meeting were approved. **Motion by Steve Howard, second by Allen LaConte to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

Jamie Lytle, a chemical security inspector in the Infrastructure Security Compliance Division of the US Department of Homeland Security, introduced himself and presented information about the Chemical Facility Anti-Terrorism Standards (CFATS) program. Continuation of this program is part of the implementation of Executive Order 13650 to improve the safety and security of chemical facilities and reduce the risks of hazardous chemicals to workers and communities.

5. Comments Regarding Hazard Mitigation Plan Annual Update

Kathy Schwei and Gail Goodchild provided brief comments about the requirement to update the countywide hazard mitigation plan annually and the need to provide a forum for municipalities and the public to provide information or ask questions.

6. Invoice Review – Discussion and Action

No current or outstanding invoices to discuss.

7. Off-site Plan Acceptance – Discussion and Action

Schwei summarized the off-site response plans for each of the facilities below. **Motion by Rich Warnecke, second by Brad Bowen to accept the plans listed below as presented. All members present voting AYE, motion carried.**

- a. Batteries Plus, 167547, Menomonee Falls, Update
- b. Batteries Plus, 124210, Pewaukee, Update
- c. Brenntag Great Lakes, 7943, Menomonee Falls, Update
- d. Castalloy, 20866, Waukesha, Update
- e. Chr. Hansen, Inc., 170477, New Berlin, Update
- f. Fox River Water Pollution Control, 20543, Brookfield, Final
- g. Inpro Corp., 199161, Muskego, Update
- h. AT&T Jericho, 200598, Mukwonago, Final
- i. Cargill Cocoa & Chocolate, 187274, Milwaukee, Update
- j. Techniplas, 197064, Nashotah, Update
- k. Firestone Building Products (Gaco Western), 198602, Waukesha, Update
- l. INNIO Waukesha Gas Engines, 12546, Waukesha, Update
- m. Interstate Powersystems, 18198, Butler, Final
- n. Legend at Merrill Hills, 100680, Waukesha, Update
- o. Pewaukee Data Control Center, 13693, Waukesha, Update
- p. Power Products, 200111, Menomonee Falls, Update
- q. Praxair, 170269, Brookfield, Update
- r. Renaissance Manufacturing Group (RMG), 38796, Waukesha, Update
- s. Schawk, Milwaukee, 10419, Update
- t. Wausau Chemical Corp., 26999, Butler, New
- u. Green Bay Packaging, Baird Display Division, 25488, Waukesha, New
- v. Waukesha County Airport, 78370, New
- w. Exide Corp., 126945, Pewaukee, New

8. Incident Review

Schwei recapped the 65 hazardous materials incidents reported since the last LEPC meeting on June 12, 2019. Most were natural gas odors or petroleum products spills. See attachment.

9. OEM Report

Schwei reported on the following Emergency Management activities:

Activities

- Participated in recurring meetings – SE Region EM, BioWatch Advisory Committee, WICAMS Users Group, COAD, Waukesha County Healthcare Preparedness Coalition, WI VOAD, SE IMT
- Organized a municipal EM meeting in July
- Participated in County Employee Wellness Fair and National Night Out events in Waukesha and Brookfield
- Participated in County budget process

- Continued Departmental Business Continuity Planning process
- Working with Red Cross to refine our potential shelter sites list
- Submitted grant applications for EMPG and EPCRA grants
- Participated in WEM's WHOPRS/EPCRA statewide group to address issues with offsite plans and WHOPRS
- Continuing to develop our GIS capabilities with our own ESRI mapping; subscribed to Crisis Track damage assessment software
- Participated in DNC planning sessions coordinated by Milwaukee Health Department
- Helped coordinate a Multi-Agency Resource Center for displaced residents after Waukesha apartment fire

Exercises

- Attended monthly HERC exercise design team meetings; working on a pandemic flu closed POD scenario
- Attended After Action Review meeting for SIMCOM exercise; developed a guide for host counties
- Planning for Hartland Water Utility exercise in November
- Participated in Masonic Center for Health & Rehab full scale evacuation exercise
- Attended exercise design team planning meetings for Grid Ex exercise in November
- Planning for Animal Management Plan tabletop exercise in October

Trainings

- Offered two WebEOC training classes in June
- Attended SWHSP Resiliency Workshop in June
- Attended Hazard Mitigation Planning Workshop
- Organized IMT Training in July
- Attended HR Trainings as HR moves to a new electronic HR self-service portal and their Studer Training in August
- Helped develop the SWHSP educational session in September regarding planning for power outages
- Attended WEMA Conference in September

10. Member Reports

Schwei and Goodchild reported on the Multi-Agency Resource Center (MARC) that was organized by the Red Cross at Elmbrook Church after a fire at an apartment complex in Waukesha that displaced approximately 48 families. Representatives from numerous non-profit organizations came to assist the displaced residents with emotional support, applications for replacement drivers licenses and passports, acquiring clothing and household items, fire reports reports of lost items, and other needs.

11. Schedule Next Meeting Date/Time – Discussion and Action

The next meeting will be Wednesday, December 11, 2019 at 2:30pm in the Waukesha County Highway Operations Building at 1641 Woodburn Road in Waukesha.

12. Adjourn – Action

Meeting adjourned at 3:02pm. **Motion by Rich Warnecke, second by Sherri Stigler to adjourn. All members present voting AYE, motion carried.**

LEPC Mission Statement

The Waukesha County Local Emergency Planning Committee promotes emergency planning, preparedness, and public awareness to protect Waukesha County's communities and its citizens from the impact of releases of hazardous chemical substances and other disasters.